

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3-34

☐ Other ☐ Amendment Number:

Contract Number

EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADWQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

PG. 10-11, Element 3, Sec. 1/Para. 1

Purpose:



Work Assignment



Work Assignment Close-Out



Work Assignment Amendment



Incremental Funding



Work Plan Approval

Period of Performance

From 09/20/2012 To 11/18/2012

Comments

The purpose of this action is to initiate Work Assignment (WA) 3-34 which continues but does not duplicate work previously performed under WA 2-34.



Superfund

Accounting and Appropriations Data



Non-Superfund

SFO
(Max 2)

Note: To report additional accounting and appropriations data use EPA Form 1900-68A.

Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period:

Cost/Fee:

LOI:

11/19/2009 To 09/19/2014

This Action:

Total:

Work Plan / Cost Estimate Approvals

Contractor WP Dated:

Cost/Fee:

LOE:

Cumulative Approved:

Cost/Fee:

LOF:

Work Assignment Manager Name Britta Johnson

Branch/Mail Code:

Phone Number 202-566-1465

FAX Number:

(Signature)

(Date)

Project Officer Name Cheryl R. Brown

Branch/Mail Code:

Phone Number 202-566-0940

FAX Number:

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code:

Phone Number:

FAX Number:

(Signature)

(Date)

Contracting Official Name Stefan Martinyan

Branch/Mail Code:

Phone Number 202-564-1987

FAX Number:

(Signature)

(Date)

Work Assignment Statement of Work-Amended

Title: Evaluating the Effectiveness of VADEQ's Risk-Based Inspection Strategy

Contractor: IEc, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 3-34

Phase 1:

Estimated Period of Performance: Date of issuance to November 18, 2011

Estimated Level of Effort: No Change

Phase 2:

Estimated Period of Performance: November 19, 2011 to November 2012

Estimated Level of Effort: 555 hours

Amended Level of Effort: **312 hours**

September 20, 2012 – November 18, 2012

Option Year 3 Hours - 97.20

Key EPA Personnel:

Work Assignment COR (WA COR): Britta Johnson
OP-OSEM-ESD 1807T
202-566-1465
202-566-2211

Contract Level COR: Cheryl R. Brown
CMG/OP (1805T)
202/566-0940
202/566-3001 (fax)

BACKGROUND AND PURPOSE:

Located within the Office of Policy (OP)'s Office of Strategic Environmental Management is the Evaluation Support Division (ESD). ESD's mission is to build the capacity of EPA staff and managers to conduct program evaluation activities throughout the Agency by providing technical support and training on program evaluation for EPA's national programs and regional offices. A crucial component in assessing the benefit of meeting goals, objectives, and sub-objectives is having measurable results.

As part of its effort to encourage the effective use of program evaluations throughout the Agency, ESD promotes program evaluation through a Program Evaluation Competition (PEC or Competition). This Competition is part of an ongoing, long-term effort to help build the capacity of headquarters and regional offices to evaluate activities and to improve measures of program

performance. This program evaluation project was chosen for support under the current Program Evaluation Competition sponsored by OP.

The purpose of this amendment is to conduct additional information gathering and in-depth analysis of specific media programs' (air, water & waste) performance data.

The Virginia Department of Environmental Quality (VADEQ) launched a three-year pilot in 2009 intended to assess alternative targeting methods for establishing annual inspection strategies utilizing flexibilities contained in the existing compliance Monitoring Strategy (CMS) process. VADEQ's Air Compliance, Water Compliance, and Resource Conservation and Recovery Act (RCRA) Subtitle C and D programs are participating in the pilot. The pilot also looks at more focused inspection activity and reporting for well-performing facilities in lieu of full Compliance Evaluation Inspections (CEIs). It is hoped that successful demonstration may lead to consideration of additional future flexibilities for compliance activities conducted by VADEQ.

Historically, VADEQ has followed the traditional CMS approach to inspection planning which is based primarily on facility size and classification as the means of establishing inspection frequencies. This traditional approach can, in some instances, result in large facilities with excellent compliance histories being inspected frequently with considerable staff resources and questionable environmental value-added. Conversely, smaller facilities or those with poor compliance records may not be inspected at an appropriate frequency to address potential environmental concerns in a timely fashion.

In practice, VADEQ has routinely exceeded the number of inspections required under CMS by 10-30 percent depending on the media program. For this study, VADEQ met the baseline CMS requirements while applying the Risk-Based Inspection Strategy (RBIS) approach to those facilities inspected above and beyond the CMS minimum.

The protocol for RBIS is comprised of five elements (compliance history, environmental sensitivity, agency exposure/sectors, multi-media applicability, and environmental excellence program participation) designed to identify those facilities that pose the greatest potential for environmental impact and therefore represent the most effective use of limited compliance resources. These elements are informed to be assessed by the experience of regional time who have intimate knowledge of the facilities and personnel operating them. Compliance Managers in each of VADEQ's seven regional offices play critical roles in identifying appropriate facilities to be inspected under RBIS.

The pilot was implemented through the Performance Partnership Agreement (PPA) between VADEQ and EPA Region III. The PPA is jointly managed by Region III's Office of Policy Management's Planning and Analysis Branch (PAB) and VADEQ's Office of Administration. The evaluation itself will be a collaborative effort including ESD, PAB, Region III's Office of Enforcement, Compliance, and Environmental Justice (OECEJ), and VADEQ.

The primary purpose of this evaluation is to examine the effects of the alternative targeting methods for establishing annual inspection schedules utilizing flexibilities contained in

the existing CMS process on resource utilization and inspection targeting.

Quality Assurance (QA) Requirements

Check ☐ Yes or ☒ **NO**, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with their technical proposal.

TASKS AND DELIVERABLES:

The work assignment (WA) Contracting Officer Representative (COR) will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

The Tasks in the work assignment will be completed in two phases. Phase I Tasks will be completed prior to November 18, 2011 and include Tasks 1 and 2. Phase II will be completed between November 19, 2011 and November 18, 2012 and will include all remaining Tasks.

The contractor shall not duplicate work performed in the previous work assignment

TASK 1: PREPARE WORKPLAN (COMPLETE)

The contractor shall prepare a workplan that addresses Phase 1 and 2 within 15 calendar days of receipt of a work assignment signed by the Contracting Officer (CO). The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR and the Contract Level COR and the CO will review the workplan. However, only the CO can approve/disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

Deliverables and Schedule Under Task 1

- | | |
|----------------------|---|
| 1a. Workplan | Within 15 calendar days of receipt of work assignment. |
| 1b. Revised workplan | Within 7 calendar days of receipt of comments from the CO, if required. |

NOTE REGARDING WORK ASSIGNMENT DELIVERABLES AND TECHNICAL DIRECTION:

The Work Assignment Contracting Officer's Representative (COR) is authorized to issue technical direction (TD) under this work assignment. The COR will follow-up all oral technical direction in writing within 5 days.

TASK 2: DOCUMENT REVIEW AND DESIGN METHODOLOGY (COMPLETE)
[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

REMAINS UNCHANGED

Phase II includes Tasks Task 3 and 4.

TASK 3: INFORMATION GATHERING AND ANALYSIS (COMPLETE)
[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

3-1 INFORMATION GATHERING. Under the amended WA, the contractor shall conduct additional information gathering to include separate analyses of the performance data for VA DEQ's Air, Water, and Waste programs.

The original work assignment assumed that a single analysis encompassing all media was desired. EPA has learned that the implementation of RBIS was significantly different across media. The amended WA shall be used to further the evaluation's understanding of the differences in how the RBIS pilot has been implemented in the different media programs and what implications this has for the overall effectiveness of the approach.

As with the original WA, the evaluation team will run queries and provide the contractor with the relevant data to analyze. The Contractor shall analyze the data in accordance with the final methodology (2-6b).

All other information under this task remains unchanged.

Deliverables and Schedule Under Task 3

Remains Unchanged

TASK 4: REPORTS (INCOMPLETE)
[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

4-1 REPORT OUTLINE. (COMPLETE) The contractor shall submit an annotated outline describing the contents of the draft and final report. This will serve as a roadmap for laying out the format of the report. This will be instrumental in organizing the format and flow of the document and outlining the "story" that the evaluation report will tell.

4-2 DRAFT REPORT (INCOMPLETE) In accordance with the evaluation methodology schedule, the contractor shall submit a draft report containing, the compilation, analysis, and presentation of information developed and gathered during the conduct of the evaluation. Specifically, the contractor shall include information obtained or developed in support of Tasks

2-1 through 3-2. For purposes of costing, the contractor shall assume that a sequence of a draft preliminary findings memorandum and two separate drafts of the report will be required.

4-3 FINAL REPORT (INCOMPLETE) The contractor shall provide a final report that reflects appropriate consideration of the Agency's comments on the draft report and of any comments received during the oral presentations. The WA COR will provide the contractor with a copy of the ESD's Report Style Guidelines. These guidelines shall be used to write all components of the evaluation report. In addition, the contractor shall use the ESD Report Cover provided by the WA COR when preparing the final report.

4-4 ORAL PRESENTATIONS (INCOMPLETE) The contractor shall be prepared to make at least one oral presentation of the information at a date, time, and location to be specified by the WA COR in a TD. The location will most likely be Philadelphia, PA. Additional presentations may also occur in Washington, DC and/or Richmond, VA. The contractor shall prepare appropriate briefing materials, specifically, a power point briefing for the oral presentation.

4-5 FACTSHEET (INCOMPLETE) The contractor shall develop a fact sheet summarizing the evaluation purpose, questions, methodology, results and recommendations. The WA COR will provide the contractor with a copy of a fact sheet template 7 calendar days after completion of the Final Report.

4-6 EVALUATION RECOMMENDATION TAXONOMY FORM (INCOMPLETE) The EPA will use this form to categorize each recommendation the contractor develops for the final report. The contractor shall complete the Evaluation Recommendation Taxonomy Form by providing each recommendation for the given evaluation, its proposed evaluation recommendation category, its direct environmental impact, and any additional comments the contractor may have. The list of the evaluation recommendation categories is located on the form for reference purposes. The form will in no way influence the contents of the report or briefings. The WA COR will provide the contractor with a copy of the Evaluation Recommendation Taxonomy Form. The contractor shall complete the taxonomy form 7 calendar days after the final report is completed.

Deliverables and Schedule Under Task 4

4-1	Report Outline	In accordance with the evaluation methodology schedule approved by the COR in task 2-5b.
4-2	Draft report	In accordance with the evaluation methodology schedule approved by the COR in task 2-5b.
4-3	Final report	14 calendar days after receipt of comments on the draft report and oral presentations.

4-4	Oral presentation	To be scheduled by the WA COR
4-5	Fact Sheet	7 calendar days after completion of Final Report
4-6	Evaluation Recommendation Taxonomy	7 calendar days after the final report is completed.

Table 1: Summary of Deliverables and Dates

Task	Deliverable	Due Date
Task 1 Prepare Work plan		
1a	Work plan	Within 15 calendar days of receipt of work assignment
1b	Revised work plan	Within 7 calendar days of receipt of comments from CO
Task 3 Information Gathering and Analysis		
3-2	Discussion of Data Compilation, Analysis and Presentation Plan	In accordance with Methodology Schedule approved in Task 2-5b
Task 4 Report		
4-1	Report Outline	In accordance with Methodology Schedule approved in Task 2-5b
4-2	Draft Report	In accordance with Methodology Schedule approved in Task 2-5b
4-3	Final Report	14 calendar days after receipt of comments on Draft Report from WA COR
4-4	Oral Presentations	To be scheduled by the WA COR
4-5	Fact Sheet	7 calendar days after completion of Final Report
4-6	Evaluation Recommendation	3 calendar days after completion of the Final Report

	Taxonomy Form	
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EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment		Work Assignment Number 3-34								
		<input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000001								
Contract Number EP-W-10-002	Contract Period 11/19/2009 To 09/19/2014 Base Option Period Number 3	Title of Work Assignment/SF Site Name Effectiveness VADKQ RBIS								
Contractor INDUSTRIAL ECONOMICS, INCORPORATED		Specify Section and paragraph of Contract SOW PG. 10-11, Element 3, Sec. 1/Para. 1								
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval		Period of Performance From 09/20/2012 To 01/31/2013								
Comments: The purpose of this action to Work Assignment (WA) 3-34 is to extend the Period of Performance to January 31, 2013 at no additional cost. The extension is needed to allow EPA more time for comment period on draft documents.										
<input type="checkbox"/> Superfund		Accounting and Appropriations Data								
		<input checked="" type="checkbox"/> Non-Superfund								
Note: To report additional accounting and appropriations data use LPA Form 1900 69A.										
SFO (Max 2) <input type="checkbox"/>										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE:				
11/19/2009 To 09/19/2014										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated		Cost/Fee:				LOE:				
Cumulative Approved:		Cost/Fee:				LOE:				
Work Assignment Manager Name Britta Johnson						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number 202-566-1465				
						FAX Number:				
Project Officer Name Cheryl R. Brown						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-566-0940				
						FAX Number:				
Other Agency Official Name						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number:				
						FAX Number:				
Contracting Official Name Stefan Martijan						Branch/Mail Code:				
_____ (Signature) (Date)						Phone Number: 202-564-1987				
						FAX Number:				

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3-34

☐ Other ☐ Amendment Number:

Contract Number

EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADEQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

PG. 10 11, Element 3, Sec. 1 Para.

Purpose

☐

Work Assignment

☐

Work Assignment Close-Out

☐

Work Assignment Amendment

☐

Incremental Funding

☒

Work Plan Approval

Period of Performance

From 09/20/2012 To 01/31/2013

Comments:

The purpose of this action to Work Assignment (WA) 3-34 is to approve the contractor's work plan budget estimate dated October 24, 2012 for Option Year 3 with an estimated cost of (b)(4) Fixed Fee of (b)(4) for a ceiling of \$13,331.20, and 101.70 level of effort hours for this WA.

☐

Superfund

Accounting and Appropriations Data

☒

Non-Superfund

SFO

(Max 2)

☐

Note: To report additional accounting and appropriations data use EPA Form 1900-69A

Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period:

Cost/Fee:

LOE:

11/19/2009 To 09/19/2014

This Action:

Total

Work Plan / Cost Estimate Approvals

Contractor WP Dated: 10/24/2012

Cost/Fee: \$13,331.20

LOE: 102

Cumulative Approved:

Cost/Fee: \$13,331.20

LOE: 102

Work Assignment Manager Name Britta Johnson

Branch/Mail Code:

(Signature)

(Date)

Phone Number 202-566 1465

FAX Number:

Project Officer Name Cheryl R. Brown

(Signature)

(Date)

Branch/Mail Code:

Phone Number: 202-566 0940

FAX Number:

Other Agency Official Name

(Signature)

(Date)

Branch/Mail Code:

Phone Number:

FAX Number:

Contracting Official Name Susan Markarian

(Signature)

(Date)

Branch/Mail Code:

Phone Number: 202-564-1967

FAX Number:

EPA United States Environmental Protection Agency Washington, DC 20460 Work Assignment		Work Assignment Number 3-34 <input type="checkbox"/> Other <input checked="" type="checkbox"/> Amendment Number: 000002								
Contract Number EP-W-10-002	Contract Period 11/19/2009 To 09/19/2014 Base Option Period Number 3	Title of Work Assignment/SF Site Name Effectiveness VADEQ RBIS								
Contractor INDUSTRIAL ECONOMICS, INCORPORATED		Specify Section and paragraph of Contract SOW PG. 10-11, Element 3, Sec. 1 Para.								
Purpose: <input type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Close-Out <input checked="" type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Incremental Funding <input type="checkbox"/> Work Plan Approval		Period of Performance From: 09/20/2012 To 03/31/2013								
Comments: The purpose of this amendment to Work Assignment (WA) 3-34 is to increase the level of effort to 99 hours as provided in the attached, revised WA Statement of Work and to extend the WA period of performance to March 31, 2013. The contractor shall submit a work plan and budget estimate in accordance with the contract.										
<input type="checkbox"/> Superfund Accounting and Appropriations Data <input checked="" type="checkbox"/> Non-Superfund										
SFO (Max 2) <input type="checkbox"/> Note: To report additional accounting and appropriations data use EPA Form 1900-69A.										
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:				LOE:				
11/19/2009 To 09/19/2014										
This Action:										
Total:										
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:		Cost/Fee:				LOE:				
Cumulative Approved		Cost/Fee:				LOE:				
Work Assignment Manager Name Britta Johnson						Branch/Mail Code:				
_____ (Signature)						_____ (Date)				
Project Officer Name Cheryl R. Brown						Branch/Mail Code:				
_____ (Signature)						_____ (Date)				
Other Agency Official Name						Branch/Mail Code:				
_____ (Signature)						_____ (Date)				
Contracting Official Name Stefan Murliyan						Branch/Mail Code:				
_____ (Signature)						_____ (Date)				
						Phone Number 202-566-1465				
						FAX Number:				
						Phone Number: 202-566-0940				
						FAX Number:				
						Phone Number: 202-564-1987				
						FAX Number:				

Work Assignment Statement of Work-Amended

Title: Evaluating the Effectiveness of VADEQ's Risk-Based Inspection Strategy

Contractor: IEc, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 3-34

Phase 2:

Estimated Period of Performance Issuance to March 31 2013

Amended Level of Effort: 99 hours

Key EPA Personnel:

Work Assignment COR (WA COR): Britta Johnson
OP-OSEM-ESD 1807T
202-566-1465
202-566-2211

Contract Level COR: Cheryl R. Brown
CMG/OP (1805T)
202/566-0940
202/566-3001 (fax)

BACKGROUND AND PURPOSE:

Located within the Office of Policy (OP)'s Office of Strategic Environmental Management is the Evaluation Support Division (ESD). ESD's mission is to build the capacity of EPA staff and managers to conduct program evaluation activities throughout the Agency by providing technical support and training on program evaluation for EPA's national programs and regional offices. A crucial component in assessing the benefit of meeting goals, objectives, and sub-objectives is having measurable results.

As part of its effort to encourage the effective use of program evaluations throughout the Agency, ESD promotes program evaluation through a Program Evaluation Competition (PEC or Competition). This Competition is part of an ongoing, long-term effort to help build the capacity of headquarters and regional offices to evaluate activities and to improve measures of program performance. This program evaluation project was chosen for support under the current Program Evaluation Competition sponsored by OP.

AMENDMENT PUROPSE:

The purpose of this amendment is to allow additional comments from EPA and to develop a separate deliverable that can guide EPA and Virginia Department of Environmental Quality's (VADEQ) communications surrounding the findings and

recommendations.

Quality Assurance (QA) Requirements

Check [] Yes or [X] **NO**, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with their technical proposal.

TASKS AND DELIVERABLES:

The work assignment (WA) Contracting Officer Representative (COR) will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

TASK 1: PREPARE WORKPLAN

The contractor shall prepare a workplan within 15 calendar days of receipt of a work assignment signed by the Contracting Officer (CO). The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR and the Contract Level COR and the CO will review the workplan. However, only the CO can approve/ disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

Deliverables and Schedule Under Task 1

- | | |
|----------------------|---|
| 1a. Workplan | Within 15 calendar days of receipt of work assignment. |
| 1b. Revised workplan | Within 7 calendar days of receipt of comments from the CO, if required. |

NOTE REGARDING WORK ASSIGNMENT DELIVERABLES AND TECHNICAL DIRECTION:

The Work Assignment Contracting Officer's Representative (COR) is authorized to issue technical direction (TD) under this work assignment. The COR will follow-up all oral technical direction in writing within 5 days.

TASK 2: DOCUMENT REVIEW AND DESIGN METHODOLOGY

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

REMAINS UNCHANGED

Phase II includes Tasks Task 3 and 4.

TASK 3: INFORMATION GATHERING AND ANALYSIS

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

REMAINS UNCHANGED

Deliverables and Schedule Under Task 3

Remains Unchanged

TASK 4: REPORTS

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

All other tasks under this Task remains unchanged

- 4-2 **DRAFT REPORT.** In accordance with the evaluation methodology schedule, the contractor shall submit a draft report containing, the compilation, analysis, and presentation of information developed and gathered during the conduct of the evaluation. Specifically, the contractor shall include information obtained or developed in support of Tasks 2-1 through 3-2. For purposes of costing, the contractor shall assume that a sequence of a draft preliminary findings memorandum and two separate draft reports will be required. **Under the amended WA, the contractor shall incorporate the additional comments received on the draft from EPA Region 3, OECA, ESD and VADEQ.**
- 4-7 **COMMUNICATIONS GUIDE.** The contractor shall coordinate with EPA to develop a document summarizing the RBIS program, the purpose of the evaluation, questions addressed in the report and areas where further analysis is warranted. The WA COR will coordinate with the contractor to develop content for the guide.

All other information under this task remains unchanged.

Deliverables and Schedule Under Task 4

- | | | |
|------------|-----------------------------|--|
| 4-7 | Communications Guide | 14 calendar days after completion of the Final Report |
|------------|-----------------------------|--|

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3-34



Other



Amendment Number:

Contract Number

EP-W-10-002

Contract Period

11/19/2009 To 09/19/2014

Title of Work Assignment/SF Site Name

Effectiveness VADWQ RBIS

Base

Option Period Number

3

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

Pg. 10-11, Element 3, Sec. 1 Para.

Purpose



Work Assignment



Work Assignment Close-Out



Work Assignment Amendment



Incremental Funding



Work Plan Approval

Period of Performance

From 09/20/2012 To 03/31/2013

Comments:

The purpose of this action under Work Assignment 3-34 is to approve the contractor's work plan dated February 4, 2013 for an additional 80 level of effort hours, (b)(4) estimated cost, and (b)(4) fixed fee, for a total of additional amount of \$10,380.45.



Superfund

Accounting and Appropriations Data



Non-Superfund

SFO
(Max 2)

Note: To report additional accounting and appropriations data use EPA Form 1900-69A.

Line	DCN (Max 6)	Budget#-Y (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period:

Cost/Fee:

\$13,331.20

LOE: 102

11/19/2009 To 09/19/2014

This Action:

\$10,380.45

80

Total:

\$23,711.65

182

Work Plan / Cost Estimate Approvals

Contractor WP Dated:

02/04/2013

Cost/Fee:

\$10,380.45

LOE: 80

Cumulative Approved:

Cost/Fee:

\$23,711.65

LOE: 182

Work Assignment Manager Name Britta Johnson

Branch/Mail Code:

(Signature)

(Date)

Phone Number 202-566-1465

FAX Number:

Project Officer Name Cheryl R. Brown

(Signature)

(Date)

Branch/Mail Code:

Phone Number: 202-566-0940

FAX Number:

Other Agency Official Name

(Signature)

(Date)

Branch/Mail Code:

Phone Number:

FAX Number:

Contracting Official Name Stefan Martiyan

(Signature)

(Date)

Branch/Mail Code:

Phone Number: 202-564-1987

FAX Number:

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3-34

☐

Other

☒

Amendment Number:

000003

Contract Number

EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADEQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

PG. 10-11, Element 3, Sec. 1 Para.

Purpose:

☐

Work Assignment

☐

Work Assignment Close-Out

☒

Work Assignment Amendment

☐

Incremental Funding

☐

Work Plan Approval

Period of Performance

From 09/20/2012 To 09/19/2013

Comments:

The purpose of this amendment to Work Assignment (WA) 3-34 is to extend the WA period of performance end date to September 19, 2013 at no additional cost to the Government.

☐

Superfund

Accounting and Appropriations Data

☒

Non-Superfund

SFO
(Max 2)☐

Note: To report additional accounting and appropriations data use EPA Form 1903-69A

Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period:

11/19/2009 To 09/19/2014

Cost/Fee:

LOC:

This Action:

Total:

Work Plan / Cost Estimate Approvals

Contractor WP Dated:

Cost/Fee:

LOC:

Cumulative Approved

Cost/Fee:

LOC:

Work Assignment Manager Name Brilla Johnson

Branch/Mail Code:

Phone Number 202-566-1465

FAX Number:

(Signature)

(Date)

Project Officer Name Cheryl R. Brown

Branch/Mail Code:

Phone Number 202-566-0940

FAX Number:

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code:

Phone Number:

FAX Number:

(Signature)

(Date)

Contracting Official Name Stefan Martijan

Branch/Mail Code:

Phone Number 202-564-1987

FAX Number:

(Signature)

(Date)

3/21/13

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3-34

☐ Other☒

Amendment Number:

000004

Contract Number

EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADEQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

PG. 10-11, Element 3, Sec. 1 Para.

Purpose:

☐

Work Assignment

☐

Work Assignment Close-Out

☒

Work Assignment Amendment

☐

Incremental Funding

☐

Work Plan Approval

Period of Performance

From 09/20/2012 To 09/19/2013

Comments:

The purpose of this amendment to Work Assignment (WA) 3-34 is to increase the level of effort by 75 hours as provided in the attached, revised Statement of Work. The contractor shall submit a work plan and budget estimate in accordance with the contract.

☐

Superfund

Accounting and Appropriations Data

☒

Non-Superfund

SFO

(Max 2)

☐

Note: To report additional accounting and appropriations data use EPA Form 1900-69A.

Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period

11/19/2009 To 09/19/2014

Cost/Fee:

LOE:

This Action:

Total:

Work Plan / Cost Estimate Approvals

Contractor WP Dated:

Cost/Fee:

LOE:

Cumulative Approved:

Cost/Fee:

LOE:

Work Assignment Manager Name Britta Johnson

Branch/Mail Code:

Phone Number 202-566-1465

FAX Number:

(Signature)

(Date)

Project Officer Name Cheryl R. Brown

Branch/Mail Code:

Phone Number: 202-566-0940

FAX Number:

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code:

Phone Number:

FAX Number:

(Signature)

(Date)

Contracting Official Name Stefan Martinyan

Branch/Mail Code:

Phone Number: 202-564-1987

FAX Number:

(Signature)

(Date)

Work Assignment Statement of Work-Amended

Title: Evaluating the Effectiveness of VADEQ's Risk-Based Inspection Strategy

Contractor: IEC, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 3-34

Phase 2:

Estimated Period of Performance Issuance to September 19, 2013

Amended Level of Effort: 75 hours

Key EPA Personnel:

Work Assignment COR (WA COR): Britta Johnson
OP-OSEM-ESD 1807T
202-566-1465
202-566-2211

Contract Level COR: Cheryl R. Brown
CMG/OP (1805T)
202/566-0940
202/566-3001 (fax)

BACKGROUND AND PURPOSE:

Located within the Office of Policy (OP)'s Office of Strategic Environmental Management is the Evaluation Support Division (ESD). ESD's mission is to build the capacity of EPA staff and managers to conduct program evaluation activities throughout the Agency by providing technical support and training on program evaluation for EPA's national programs and regional offices. A crucial component in assessing the benefit of meeting goals, objectives, and sub-objectives is having measurable results.

As part of its effort to encourage the effective use of program evaluations throughout the Agency, ESD promotes program evaluation through a Program Evaluation Competition (PEC or Competition). This Competition is part of an ongoing, long-term effort to help build the capacity of headquarters and regional offices to evaluate activities and to improve measures of program performance. This program evaluation project was chosen for support under the current Program Evaluation Competition sponsored by OP.

AMENDMENT PURPOSE:

The purpose of this amendment is to allow additional comments from EPA and to develop a separate deliverable that can be used by EPA to generate discussions around the emerging priority of Evidence Based Enforcement.

Quality Assurance (QA) Requirements

Check [] Yes or [X] **NO**, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with their technical proposal.

TASKS AND DELIVERABLES:

The work assignment (WA) Contracting Officer Representative (COR) will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

TASK 1: PREPARE WORKPLAN

The contractor shall prepare a workplan within 15 calendar days of receipt of a work assignment signed by the Contracting Officer (CO). The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR and the Contract Level COR and the CO will review the workplan. However, only the CO can approve/ disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

Deliverables and Schedule Under Task 1

- | | |
|----------------------|---|
| 1a. Workplan | Within 15 calendar days of receipt of work assignment. |
| 1b. Revised workplan | Within 7 calendar days of receipt of comments from the CO, if required. |

NOTE REGARDING WORK ASSIGNMENT DELIVERABLES AND TECHNICAL DIRECTION:

The Work Assignment Contracting Officer's Representative (COR) is authorized to issue technical direction (TD) under this work assignment. The COR will follow-up all oral technical direction in writing within 5 days.

TASK 2: DOCUMENT REVIEW AND DESIGN METHODOLOGY

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

REMAINS UNCHANGED

Phase II includes Tasks Task 3 and 4.

TASK 3: INFORMATION GATHERING AND ANALYSIS

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

REMAINS UNCHANGED

Deliverables and Schedule Under Task 3

Remains Unchanged

TASK 4: REPORTS

[Contract Scope of Work Element III, Section 1, para(s) 1, page(s) (10 -11)]

All other tasks under this Task remains unchanged

- 4-2 **DRAFT REPORT.** In accordance with the evaluation methodology schedule, the contractor shall submit a draft report containing, the compilation, analysis, and presentation of information developed and gathered during the conduct of the evaluation. Specifically, the contractor shall include information obtained or developed in support of Tasks 2-1 through 3-2. For purposes of costing, the contractor shall assume that a sequence of a draft preliminary findings memorandum and two separate draft reports will be required. **Under the amended WA, the contractor shall incorporate the additional comments received on the draft from EPA Region 3, OECA, ESD and VADEQ.**
- 4-8 **STATISTICAL TARGETING PAPER.** Based on the findings of the evaluation, the contractor shall coordinate with EPA to develop a document outlining how statistical targeting either before or during the pilot could be used in similar projects. The WA COR will coordinate with the contractor to develop the themes such a paper would stress.

All other information under this task remains unchanged.

Deliverables and Schedule Under Task 4

- | | | |
|-----|-----------------------------|-------------------------------|
| 4-8 | Statistical Targeting Paper | To be scheduled by the WA COR |
|-----|-----------------------------|-------------------------------|



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number

3-34



Other



Amendment Number:

000004

Contract Number
EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADEQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

PG. 10-11, Element 3, Sec. 1 Para.

Purpose:



Work Assignment:



Work Assignment Close-Out



Work Assignment Amendment



Incremental Funding



Work Plan Approval

Period of Performance

From 09/20/2012 To 09/19/2013

Comments:

The purpose of this action under Work Assignment (WA) 3-34 is to approve the contractor's work plan dated April 2, 2013 for an additional 75 level of effort hours, estimated cost of (b)(4) and fixed fee of (b)(4) for a total increase of \$9,003.46.



Superfund

Accounting and Appropriations Data



Non-Superfund

Note: To report additional accounting and appropriations data use EPA Form 1900-89A.

SFO
(Max 2)



Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 5)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 6)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period: 11/19/2009 To 09/19/2014 Cost/Fee: \$23,711.65 LOE: 181.7

This Action: \$9,003.46 66

Total: \$32,715.11 248

Work Plan / Cost Estimate Approvals

Contractor W/P Dated: 04/02/2013 Cost/Fee: \$9,003.46 LOE: 66

Cumulative Approved: Cost/Fee: \$32,715.11 LOE: 248

Work Assignment Manager Name Britta Johnson

(Signature)

(Date)

Branch/Mail Code:

Phone Number 202-566-1465

FAX Number:

Project Officer Name Cheryl R. Brown

(Signature)

(Date)

Branch/Mail Code:

Phone Number 202-566-0940

FAX Number:

Other Agency Official Name

(Signature)

(Date)

Branch/Mail Code:

Phone Number:

FAX Number:

Contracting Official Name Stefan Martijan

(Signature)

(Date)

Branch/Mail Code:

Phone Number 202-564-1987

FAX Number:

EPAUnited States Environmental Protection Agency
Washington, DC 20460**Work Assignment**

Work Assignment Number

3 34

☐ Other ☒ Amendment Number:
000004

Contract Number

EP-W-10-002

Contract Period 11/19/2009 To 09/19/2014

Base

Option Period Number 3

Title of Work Assignment/SF Site Name

Effectiveness VADEQ RBIS

Contractor

INDUSTRIAL ECONOMICS, INCORPORATED

Specify Section and paragraph of Contract SOW

EC. 10-11, Element 3, Sec. 1 Para.

Purpose:

☐

Work Assignment

☐

Work Assignment Close Out

☒

Work Assignment Amendment

☐

Incremental Funding

☒

Work Plan Approval

Period of Performance

From 09/20/2012 To 09/19/2013

Comments:

The purpose of this action under Work Assignment (WA) 3 34 is to decrease the level of effort hours and estimated cost in Option Period 3 in accordance with the contractor's estimates dated September 16, 2013.

☐

Superfund

Accounting and Appropriations Data

☒

Non Superfund

Note: To report additional accounting and appropriations data use EPA Form 1900-69A

SFO

(Max 2)

☐

Line	OCN (Max 6)	Budget/Y (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 8)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										

Authorized Work Assignment Ceiling

Contract Period:	Cost/Fee:	LOE:
11/19/2009 To 09/19/2014	\$16,746.92	0
This Action:	\$0.00	0
Total:	\$16,746.92	130

Work Plan / Cost Estimate Approvals

Contractor WP Dated:	Cost/Fee:	LOE:
09/16/2013	\$0.00	0
Cumulative Approved:	Cost/Fee:	LOE:
	\$16,746.92	130

Work Assignment Manager Name Britta Johnson

Branch/Mail Code:

Phone Number 202-566-1465

(Signature)

(Date)

FAX Number:

Project Officer Name Cheryl R. Brown

Branch/Mail Code:

Phone Number: 202-566-0940

(Signature)

(Date)

FAX Number:

Other Agency Official Name

Branch/Mail Code:

Phone Number:

FAX Number:

Branch/Mail Code:

Phone Number: 202-564-1987

FAX Number:

Contracting Official Name Stefan Martijan

(Signature)

(Date)